



DEPARTMENT OF THE NAVY  
OFFICE OF THE SECRETARY  
1000 NAVY PENTAGON  
WASHINGTON DC 20350-1000

SECNAVINST 5760.15A  
ASN (M&RA)  
07 Apr 2021

SECNAV INSTRUCTION 5760.15A

From: Secretary of the Navy

Subj: UNITED SERVICE ORGANIZATIONS, INC.

Ref: (a) DoD Directive 1000.26E of 2 February 2007  
(b) SECNAVINST 11011.47D  
(c) DoD 5500.7R, Joint Ethics Regulation (JER) of 30 August 1993  
(d) DoD Instruction 1015.10 of 6 July 2009  
(e) DoD Instruction 1015.15 of 31 October 2007  
(f) DoD Instruction 1000.15 of 24 October 2008  
(g) SECNAVINST 5430.7R  
(h) SECNAV M-5214.1

1. Purpose. To implement policies, procedures, and responsibilities for implementing reference (a) within the Department of the Navy (DON) and in accordance with references (b) through (h). The United Service Organizations (USO), Inc. is a not-for-profit, congressionally chartered, private organization devoted exclusively to strengthening America's military Service Members by keeping them connected to family, home, and country throughout their service to the nation.

2. Cancellation. SECNAVINST 5760.15.

3. Applicability. This instruction applies to the Office of the Secretary of the Navy (SECNAV), the Chief of Naval Operations (CNO), the Commandant of the Marine Corps (CMC), and all U.S. Navy and U.S. Marine Corps installations, commands, activities, field offices, and all other organizational entities within the DON.

4. Policy

a. DON policy is to make resources, other than direct expenditure of funds, available to the USO, to support the DON's mission and mission of the USO to the maximum extent permitted by law, Department of Defense (DoD), and SECNAV policy per references (a) and (b).

b. The DON may provide logistical support to Non-Federal Entities (NFE) with appropriated funds to the extent authorized by reference (c) and applicable law. Consistent with provisions of references (d) through (f), Nonappropriated Funds (NAFs) that are generated from Morale, Welfare, and Recreation (MWR) programs or assets associated with MWR programs will not be directly or indirectly transferred to NFEs. MWR activities are not authorized to provide NAF financial assistance to private organizations, unless through a reimbursement process or contractual arrangement that is financially beneficial to the MWR activity. MWR programs will not distribute, transfer, loan, or donate NAF property or assets to any private organizations or individuals.

c. In those instances where the DON, CNO, or CMC have entered into comprehensive licensing agreements or similar contracts with commercial entities, it is necessary for commands to ensure co-sponsorship of any proposed on-base USO initiative does not otherwise conflict or interfere with the conditions, limitations, or required actions set forth in such licensing agreements and contracts.

## 5. Responsibilities

a. The Assistant Secretary of the Navy for Manpower and Reserve Affairs (ASN (M&RA)) serves as the official liaison between the DON and DoD for all USO matters per reference (g).

b. Within their respective Military Service, the CNO and CMC are designated as principal assistants to ASN (M&RA) for all USO matters within the DON.

c. Major commands identified below will appoint a USO Liaison Officer. Liaison officers will coordinate with CNO or CMC, as appropriate, regarding USO matters. Commands will provide names of appointed liaison officers and any subsequent changes to Under Secretary of Defense for Personnel and Readiness, CNO or CMC, as appropriate, and to President, United Service Organizations, Inc., World Headquarters, 2111 Wilson Boulevard, Suite 1200, Arlington, VA, 22201.

(1) Navy, Commander Navy Installations Command, Fleet and Family Readiness.

(2) Marine Corps, Commander, Marine Corps Installations Command.

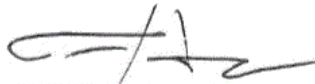
6. Records Management

a. Records created as a result of this instruction, regardless of format or media, must be maintained and dispositioned according to the records disposition schedules found on the Directives and Records Management Division (DRMD) portal page:

<https://portal.secnav.navy.mil/orgs/DUSNM/DONAA/DRM/SitePages/Home.aspx>.

b. For questions concerning the management of records related to this instruction or the records disposition schedules, please contact your local Records Manager or the DRMD program office.

7. Information Management Control. The reporting requirement contained in paragraph 5c is exempt from information collection control in accordance with reference (h), Part IV, paragraph 7l.



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